MERCURY

# Purchasing & Warehousing Management

24 – 28 October 2027
Cairo (Egypt)



Dubai - UAE: +971 4 450 5697
Istanbul - Türkiye: +90 539 599 1206
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**Ref:** 15501_1084593 **Date:** 24 – 28 October 2027 **Location:** Cairo (Egypt) **Fees:** 3500 Euro

## Introduction:

The Purchasing function has evolved from a basic administrative role to a key strategic component of business operations. The importance of purchasing management is now more evident than ever, as more is needed to convert requisitions to orders. There must be a strategic approach to acquiring materials, goods, equipment, and services.

Careful planning is for organizations aiming to minimize operational costs while enhancing quality. This Purchasing and Warehousing Management course delves into the strategic importance of the Purchasing function and its potential impact on the entire organization's success. Supplier evaluation and negotiation are needed to maximize the benefits of a skilled purchasing department.

Participants in this Purchasing and Warehousing Management training will explore how warehousing management contributes to efficiency and strategic advantage in purchasing management. Case studies on purchasing management may be examined to demonstrate best practices in aligning purchasing and warehousing operations for optimal results.

### Importance of Purchasing Management:

Understanding the purchasing management process is central to the success of the Purchasing function. This Purchasing and Warehousing Management course involves using purchasing management tools and clearly defining purchasing management. By examining these concepts, course participants will grasp what purchasing management entails and learn how to implement effective purchasing management solutions.

### Importance of Warehousing Management:

Understanding warehousing management and its meaning is vital for effective purchasing and warehousing operations. This Purchasing and Warehousing Management course will cover the essential components of warehousing management, aiming to define it and explain how it can be strategically aligned with purchasing management practices.

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## Targeted Groups:

- Purchasing Managers.
- Purchasing Supervisors.
- Contracts Personnel.
- Tender Officials and Committees.
- Negotiation and Purchasing Committees.
- Procurement/Purchasing Personnel.
- Senior Buyers.

## Course Objectives:

By the end of this Purchasing and Warehousing Management course, participants will be able to:

- Discuss the inputs, outputs, and processes of the purchasing system.
- Evaluate sourcing strategies and suppliers.
- Understand the legal and administrative aspects of contracts.
- Manage tenders effectively.
- Develop skills in all phases of strategic procurement.
- Comprehend warehouse design techniques and storage mathematical models.

## Targeted Competencies:

Participants' competencies in this Purchasing and Warehousing Management training will

- Contract and tender management efficiency.
- Delivering real value promptly.
- Reduction of non-value-adding activities.
- Enhanced relations between personnel, customers, and suppliers.
- Lower total cost of ownership.
- Improved supplier performance.

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# Course Content:

## Unit 1: Introduction to Purchasing Management:

- Welcome, and course objectives introduction.
- Purchasing and its Role in Procurement Management.
- The Role of Procurement.
- Functions of Purchasing and Procurement.
- Team roles in procurement.
- Procurement processes.
- Planning in procurement - make or buy analysis.
- Q&A and homework.

## Unit 2: Sourcing Analysis and Supplier Evaluation:

- Review of the previous session.
- Homework solutions.
- Strategies and analysis in sourcing.
- Evaluating Suppliers.
- Buyer-Seller Negotiation.
- The Win-Win Negotiation concept.
- Q&A and homework.

## Unit 3: Effective Negotiation and Procurement Execution:

- Review of the previous session.
- Homework solutions.
- The communication process in procurement.
- Personality types in negotiation.
- Negotiation practice.
- Executing procurement effectively.
- INCOTERMS International Commerce Terms.
- Q&A and homework.

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## Unit 4: Tenders and Contract Management:

- Review of the previous session.
- Homework solutions.
- Tender processes and information.
- Contractual documents.
- Classification of contracts.
- Security deposit considerations.
- Contractor qualifications.
- Q&A and homework.

## Unit 5: Warehousing Management:

- A quick review of the last session.
- Homework solution.
- Inventory Definition and Classifications.
- ABC analysis.
- EOQ Model.
- Reordering and safety stock equations.
- When to Reorder with EOQ Ordering.
- Warehouse work techniques.
- Q&A.